

CITY OF LINCOLN/LANCASTER COUNTY
CONTRACT AWARD NOTIFICATION
SPECIFICATION NO.05-219
ANNUAL REQUIREMENTS FOR
JANITORIAL SERVICES FOR BUS SHELTER MAINTENANCE
(STARTRAN)

DATE: September 5, 2006

CONTRACT PERIOD: Oct. 1, 2006 - Sept. 30, 2007

CONTRACTOR: Hartland Cleaning Service
941 "O" St.
Lincoln, NE 68508

PURCHASING DIVISION
K-STREET COMPLEX
440 SOUTH 8TH STREET
LINCOLN, NEBRASKA 68508
(402) 441-7410

COMPANY REPRESENTATIVE: Geoffrey L. Gibbs
TELEPHONE NO: 402-475-5588
FAX No.: 402.475-5589

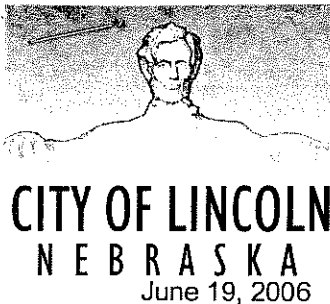
THE CITY/COUNTY'S SPECIFICATIONS AND THE CONTRACTOR'S ACCEPTED PROPOSAL AND PRICING SCHEDULES, NOW ON FILE IN THE OFFICE OF THE CITY CLERK AND/OR THE COUNTY CLERK, ARE ADOPTED BY REFERENCE AND ARE AS FULLY A PART OF THIS CONTRACT FOR THE ABOVE-NAMED COMMODITY AS IF REPEATED VERBATIM HEREIN.

As Per Bid and Spec No. 05-219

NO ACTION NEED BE TAKEN BY THE CONTRACTOR AT THIS TIME. ORDERS FOR MATERIAL WILL BE MADE AS NEEDED BY THE VARIOUS CITY/COUNTY DEPARTMENTS.

DEPARTMENTS REQUIRING CATALOGS AND/OR PRICING SCHEDULES SHALL NOTIFY THE CONTRACTOR DIRECTLY.

E.O. # 76769
Dated: 7-13-06



Purchasing Division / Finance Department
Vince M. Mejer, Purchasing Agent
440 South 8th Street
Suite 200, Southwest Wing
Lincoln, Nebraska 68508

402-441-7410
fax: 402-441-6513



MAYOR COLEEN J. SENG

lincoln.ne.gov

Geoffrey L. Gibbs
Hartland Cleaning Service
941 "O" St.
Lincoln, NE 68508

RE: **ANNUAL REQUIREMENTS FOR BUS SHELTER MAINTENANCE (STARTRAN)
SPECIFICATION NO. 05-219**

Dear Mr. Gibbs:

In accordance with the terms and conditions of the above referenced contract, the City of Lincoln/Lancaster County desires to **renew the contract** for one (1) additional term beginning **October 1, 2006 thru September 30, 2007.**

It is understood that all terms of payment and other conditions of the original contract will remain unchanged during the renewal term.

As evidence of your company's desire to renew the above referenced contract under its original terms and conditions, please countersign below. **Please return the original letter back to our office (faxed copy is not acceptable) by July 5, 2006,** for processing of the contract renewal by the City of Lincoln/Lancaster County. After the renew has been signed and an Executive Order issued you shall receive an Award Notification and your copy of the contract by mail.

If your company should choose **not** to renew this contract in it's original form, please **state** on your letterhead the **reasons** and return to the City of Lincoln/Purchasing Dept, 440 So. 8th, Suite 200, Lincoln, NE 68508, Attn: Tom Kopplin

Vince Mejer
Purchasing Agent

Official City Use Only

Company Name
941 "O" St suite 107
Company Address
402-475-5588
Phone No.
402-475-5589
FAX No.
411-6600000@alltel.net
E-Mail Address
Geoffrey L Gibbs
By(print)
President
Title
6-22-06
Date
Geoffrey L Gibbs
Signature

Dated this 13 day
of July 2006

Coleen J Seng, Mayor

CONTRACT DOCUMENTS

**CITY OF LINCOLN
NEBRASKA**

**JANITORIAL SERVICES FOR
BUS SHELTER MAINTENANCE
(STARTRAN)**

AS PER SPECIFICATION 05-219

**Contractor:
Hartland Cleaning Service
941 "O" Street
Lincoln, NE 68508**

**CITY OF LINCOLN, NEBRASKA
CONTRACT AGREEMENT**

THIS CONTRACT, made and entered into this 6th day of September 2005, by and between Heartland Cleaning Service, 941 "O" St., Lincoln, NE 68508 hereinafter called contractor, and the City of Lincoln, Nebraska, a municipal corporation, hereinafter called the City.

WITNESS, that:

WHEREAS, the City has caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

Janitorial Services for Bus Shelter Maintenance (StarTran) Specification 05-219

and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the City, in the manner and at the time specified, a sealed Proposal in accordance with the terms of said advertisement; and,

WHEREAS, the City, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal, a copy thereof being attached to and made a part of this Contract;

EQUAL EMPLOYMENT OPPORTUNITY: In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the agreements herein contained, the Contractor and the City have agreed and hereby agree as follows:

The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other construction accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute construct, and compete all Work included in and covered by the City's award of this Contract to the Contractor, such award being based on the acceptance by the City of the Contractor's Proposal, or part thereof, as follows:

The City agrees to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefor, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the City:

Total Monthly Cost of \$2,305.00

(Annual cost \$27,660.00)

CONTRACT AGREEMENT

The Work included in this Contract shall begin October 1, 2005. The contract shall be one year from date of executed contract, with the option to renew for two (2) additional one year periods.

BOND AND INSURANCE:

Within fourteen (14) calendar days after bid award, the successful bidder must execute a written contract. Contract performance bonds will be in a sum equal to two (2) monthly charges (1st year) for janitorial services.

Furnish evidence of insurance in accordance with the City of Lincoln, insurance requirements.

The Contract Documents comprise the Contract, and consist of the following:

1. The Instructions to Bidders
2. The Contract Agreements
3. The Specifications
 - a. General Conditions
 - b. General Specifications
 - c. Construction & Materials Specifications
4. The Construction Bonds

These Contract Agreements, together with the other Contract Documents hereinabove mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The Contractor and the City hereby agree that all the terms and conditions of this Contract shall by these presents be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors and assigns.

CONTRACT AGREEMENT

IN WITNESS WHEREOF, the Contractor and the City do hereby execute this contract.

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

Jan E. Rose
City Clerk



CITY OF LINCOLN, NEBRASKA

Mayor

Approved by Executive or No.
dated

076769

July 13, 2006

EXECUTION BY CONTRACTOR

IF A CORPORATION:

Hartland Cleaning Service
(Name of Corporation)

941 "O" St., Lincoln, NE 68508
(Address)

ATTEST:

Secretary (SEAL)

By: _____
Duly Authorized Official

Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

Name of Organization

Type of Organization

(Address)

By: _____
Member

By: _____
Member

IF AN INDIVIDUAL:

Name

Address

Signature

orig

Company Name Hartland Cleaning Service

PROPOSAL
SPECIFICATION NO. 05-219
BID OPENING TIME: 12:00 NOON
DATE: August 31, 2005

The undersigned bidder, having full knowledge of the requirements of the City of Lincoln for the below listed items and the contract documents (which includes the Notice to Bidders, Instructions to Bidders, this Proposal, Specifications, Contract, and any and all addenda) and all other conditions of the Proposal, agrees to sell to the City the below listed items for the performance of this Specification, complete in every respect, in strict accordance with the contract documents at and for unit prices listed below.

**THE REQUIREMENTS FOR: JANITORIAL SERVICES FOR BUS SHELTER
 MAINTENANCE FOR STARTRAN**

MONTHLY BID PRICE				
SHELTERS	Number of Cleanings per week	Quantity (shelters)	Weekly Cost	MONTHLY TOTAL
Section One (1) 5 times weekly	5	22	253.84	1100. ⁰⁰
Renewal '06-'07	5	22	253.84	1100. ⁰⁰
Renewal for '07-'08	5	22	253.84	1100. ⁰⁰
Section Two (2) 2 times weekly	2	10	150. ⁰⁰	650. ⁰⁰
Renewal for '06-'07	2	10	150. ⁰⁰	650. ⁰⁰
Renewal for '07-'08	2	10	150. ⁰⁰	650. ⁰⁰
Section Three (3) 1 time weekly	1	36	128. ⁰⁷	555. ⁰⁰
Renewal for '06-'07	1	36	128. ⁰⁷	555. ⁰⁰
Renewal for '07-'08	1	36	128. ⁰⁷	555. ⁰⁰

Hourly Cost for Emergency Clean-up Work	2005-06	\$ <u>13.⁰⁰</u> /hr.
Subject to renewal	2006-07	\$ <u>13.⁰⁰</u> /hr.
Subject to renewal	2007-08	\$ <u>13.⁰⁰</u> /hr.

BID SECURITY REQUIRED: Yes X Amount: 5% of Base Bid

No _____

INTER-LOCAL PURCHASING: The City/County desires to make available to other local government entities of the State of Nebraska, by mutual agreement with the successful bidder, and properly authorized interlocal purchasing agreements, the right to purchase the same services, at the prices quoted, for the period of this contract. Each bidder shall indicated on the Bid Form in the space provided below if he/she will honor Political Subdivision orders in accordance with the contract terms and conditions, in addition to orders from City of Lincoln/Lancaster County.

X YES _____ NO

If "YES", Contract supplier or suppliers may honor pricing and extend the contract to political sub-divisions, cities and counties. Terms and conditions of the contract must be met by political sub-divisions, cities and counties. Under no circumstances shall the City of Lincoln/Lancaster County be contractually obligated or liable for any purchases by these political sub-divisions, cities or counties.

The undersigned signatory for the bidder represents and warrants that he has full and complete authority to submit this proposal to the City and to enter into a contract if this proposal is accepted.

NOTE:

**RETURN 3 COMPLETE COPIES OF PROPOSAL AND SUPPORTING MATERIAL.
MARK OUTSIDE OF BID ENVELOPE AS FOLLOWS:
SEALED BID FOR SPEC. 05-219**

Hortland Cleaning Service
COMPANY NAME

941 O Street Suite 107
STREET ADDRESS or P.O. BOX

Lincoln NE 68508
CITY, STATE, ZIP CODE

402-475-5588
TELEPHONE

47-0781258
EMPLOYER'S FEDERAL ID NUMBER
OR SOCIAL SECURITY NUMBER

Duffy R. Litch
BY (SIGNATURE)

Geoffrey L. Litch
(PRINT NAME)

President
(TITLE)

8-26-05
(DATE)

1-26-05
ESTIMATED DELIVERY DAYS

BIDS MAY BE INSPECTED IN THE PURCHASING DIVISION OFFICES DURING NORMAL BUSINESS HOURS, **AFTER** TABULATION BY THE PURCHASING AGENT. IF YOU DESIRE A COPY OF THE BID TABULATION TO BE MAILED TO YOU, YOU MUST ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE WITH YOUR BIDDING DOCUMENTS.